

# **EXHIBITS**

**EXHIBIT #1:**

**City of Fort Wayne Nondiscrimination Statement of Policy**



# CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

## The City of Fort Wayne's Nondiscrimination Statement of Policy

The City of Fort Wayne values each individual's civil rights and wishes to provide equal opportunity and equitable service for the citizens of this community. As a recipient of federal funds, the City of Fort Wayne is required to conform to Title VI of the Civil Rights Act of 1964 (Title VI) and all related statutes, regulations, and directives, which provide that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation (DOT) on the grounds of race, color, national origin, disability, religion, sex, sexual orientation, gender identity, age, low income status, or limited English proficiency.

The City of Fort Wayne

A handwritten signature in dark ink, appearing to read "Thomas C. Henry", is written over a horizontal line.

Thomas Henry, Mayor

A handwritten date "8/18/16" is written in dark ink over a horizontal line.

Date

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**EXHIBIT #2:**

**Title VI Coordinator Executive Order**



EXECUTIVE ORDER – 16-01

OF THE CITY OF FORT WAYNE, INDIANA  
APPOINTING THE TITLE VI COORDINATOR

**WHEREAS** the Federal government enacted Title VI of the Civil Rights Act of 1964 (Title VI) to prevent discrimination under any program or activity receiving Federal financial assistance;

**WHEREAS** in compliance with Title VI, the City of Fort Wayne will name a Title VI Coordinator;

**WHEREAS** the City of Fort Wayne will publish notice of its Title VI Coordinator's name, office address, and telephone number along with its Title VI Nondiscrimination Policy on its website;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor of the City of Fort Wayne, Indiana as follows:

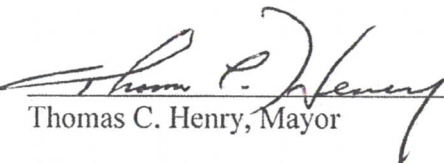
Krista Maxwell, Risk Management Specialist, Risk Management, is designated as the Title VI Coordinator for the City of Fort Wayne.

The City of Fort Wayne ADA Grievance Procedure is adopted for addressing complaints alleging discrimination under Title VI in the provision of services, activities, programs or benefits by City of Fort Wayne with complaints to be directed to the Title VI Coordinator.

For notice purposes, City of Fort Wayne will post the contact information regarding the Title VI Coordinator and City of Fort Wayne's Title VI Nondiscrimination Policy on its website and at such other locations as may be determined from time to time.

**RESOLVED AND ADOPTED** this 16<sup>th</sup> day of May, 2016.

CITY OF FORT WAYNE

BY:   
Thomas C. Henry, Mayor

APPROVED AS TO FORM AND LEGALITY

  
\_\_\_\_\_  
Carol Helton, City Attorney

**EXHIBIT #3:**

**Title VI Assurances (Including Appendix A, B, and C)**

## City of Fort Wayne Title VI Assurances

The **City of Fort Wayne** (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation and the Federal Highway Administration, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures (hereinafter referred to as the Regulations) and other pertinent nondiscrimination authorities and directives, to the end that in accordance with the Act, Regulations, and other pertinent nondiscrimination authorities and directives, no person in the United States shall, on the grounds of race color, or national origin, sex (23 USC 324), age (42 USC 6101), disability/handicap (29 USC 790) and low income (Executive Order 12898) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by Title 49 Code of Federal Regulations, subsection 21.7(a)(1) and Title 23 Code of Federal Regulations, section 200.9(a) (1) of the Regulations, copies of which are attached.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal Aid Highway Program.

1. That the Recipient agrees that each "program" and each "facility as defined in 49 CFR subsections 21.23(e) and (b) and 23 CFR 200.5(k) and (g) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal-Aid Highway Programs and, in adapted form in all proposals for negotiated agreements:

The recipient in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes, issued pursuant to such Acts, hereby notifies all bidders that it will affirmatively insure that in any contact entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, sexual orientation, gender identify, age, disability/handicap, religion and / or low income in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Acts and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, 'as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.



6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.


7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal-Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal-Aid Highway Program.

8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the Federal-Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient

  
\_\_\_\_\_  
Mayor Tom Henry

8/18/16  
Date

## **Appendix A**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor"), agrees as follows:

### **1. Compliance with Regulations**

The Contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the U.S. Department of Transportation (hereinafter referred to as DOT), Title 49, Code of Federal Regulations, part 21, and the Federal Highway Administration (hereinafter "FHWA"), Title 23, Code of Federal Regulations, Part 200 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

### **2. Nondiscrimination**

The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of religion, race, color, or national origin, sex, sexual orientation, gender identity, age and disability/handicap and low income in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in discrimination prohibited by 49 CFR, section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

### **3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment**

In all solicitations either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of religion, race, color, or national origin, sex, sexual orientation, gender identity, age and disability/handicap and low income.

### **4. Information and Reports**

The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Fort Wayne, Indiana, the Indiana Department of Transportation, or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the City of Fort Wayne, Indiana, the Indiana Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

### **5. Sanctions for Noncompliance**

In the event of the Contractor's noncompliance with the nondiscrimination provisions of the contract, the City of Fort Wayne, Indiana, with Indiana Department of Transportation and/or the Federal Highway Administration concurrence, shall impose such contract sanctions determined to be appropriate, including, but not limited to:

- (a.) Withholding of payments to the contractor under the contract until the contractor complies, and/or
- (b.) Cancellation, termination or suspension of the contract, in whole or in part.

### **6. Incorporation of Provisions:**

The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The Contractor shall take such action with respect to any subcontractor or procurement as the City of Fort Wayne, Indiana, Indiana Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the City of Fort Wayne, Indiana to enter into such litigation to protect the interests of the City of Fort Wayne, Indiana and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.



## Appendix B

A. The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

### (GRANTING CLAUSE)

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the City of Fort Wayne, Indiana will accept Title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code of Federal Regulations the Regulations for the Administration of Federal-Aid Transportation Program and the policies and procedures prescribed by INDOT or FHWA and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally-assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the City of Fort Wayne, Indiana all the right, Title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

### (HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the City of Fort Wayne, Indiana and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the City of Fort Wayne, Indiana, its successors, and assigns.

The City of Fort Wayne, Indiana, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, and disability/handicap and low income be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on over or under such lands hereby conveyed [,]and\*(2) that the City of Fort Wayne, Indiana shall use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation -- Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes-Implementation and Review Procedures, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assign as such interest existed prior to this instruction.\*

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\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

## Appendix C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the City of Fort Wayne, Indiana pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes-Implementation and Review Procedures, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]\*

That in the event of breach of any of the above nondiscrimination covenants, the City of Fort Wayne, Indiana shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deed.]\*

That in the event of breach of any of the above nondiscrimination covenants, the City of Fort Wayne, Indiana shall have the right to reenter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the City of Fort Wayne, Indiana and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the City of Fort Wayne, Indiana pursuant to the provisions of Assurance 7(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the ground of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income shall be excluded from participation in, denied the benefits of, or he otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes-Implementation and Review Procedures, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]\*

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\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

That in the event of breach of any of the above nondiscrimination covenants, the City of Fort Wayne, Indiana shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]\*

That in the event of breach of any of the above nondiscrimination covenants, the City of Fort Wayne, Indiana shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the City of Fort Wayne, Indiana and its assigns.

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\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.



**EXHIBIT #4:**

**City of Fort Wayne Title VI Notice to the Public**

## **City of Fort Wayne, Indiana Title VI Notice to the Public**

The City of Fort Wayne, Indiana hereby gives public notice that it is the City's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and the related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, national origin, religion, sex, sexual orientation, gender identity, age, low income status or limited English proficiency be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which the City Of Fort Wayne, Indiana receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the City of Fort Wayne, Indiana. Any such complaint must be filed with the City within sixty (60) days following the date of the alleged discriminatory occurrence. Title VI discrimination complaint forms may be obtained from the City's website at [www.cityoffortwayne.org](http://www.cityoffortwayne.org) or by contacting the Title VI Coordinator, Krista Maxwell, by phone at 260-427-6362 or by e-mail at [krista.maxwell@cityoffortwayne.org](mailto:krista.maxwell@cityoffortwayne.org).

**EXHIBIT #5:**

**Title VI Compliance Review Form**

**City of Fort Wayne, Indiana  
Title VI Compliance Review Form**

Name of Preparer:	Date:
Department:	Phone Number & Email Address:
<b>Data Collection - Do you have a process to collect the following:</b>	
<p>Number of INDOT federally funded projects awarded during the past two years.</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>If yes, provide the number by year for the past two years below:</p>     	
<p>Number of Title VI complaints received for the past three years.</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>If yes, provide the number received by year for the past three years below:</p>     	
<p>Attendance at public meetings/hearings tracked and broken down by ethnicity, race, gender and disability.</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>If yes, provide the attendance statistics for last year below:</p> <p>If no, explain why below:</p>     	
<p>Statistical data collected on ethnicity, race, gender and disability for communities impacted by construction projects.</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>If yes, provide the data collected below for the past year:</p> <p>If no, explain why below:</p>     	
Have you had any LEP (limited english proficiency) persons requesting service?	

☐ Yes      ☐ No

If yes, how many and what services were requested?

**Policies, Procedures and Processes:**

Do you and your staff understand the Title VI Policy and Procedure guidelines set in place for the City?

☐ Yes      ☐ No

If no, explain why below:

**Training:**

Have you and your staff completed the Title VI training?

☐ Yes      ☐ No

If no, explain why below:

**EXHIBIT #6:**

**External Complaint of Discrimination**

## EXTERNAL COMPLAINT OF DISCRIMINATION

Krista Maxwell  
Title VI Coordinator  
Risk Management Specialist  
200 E. Berry Street, Suite 470  
Fort Wayne, IN 46802  
Ph: 260-427-6362  
Fax: 260-427-6947  
[Krista.Maxwell@Cityoffortwayne.org](mailto:Krista.Maxwell@Cityoffortwayne.org)

### ***INSTRUCTIONS:***

The purpose of this form is to help any person interested in filing a discrimination complaint with the City of Fort Wayne, Indiana.

You are not required to use this form. You may write a letter with the same information, sign it and return to the address printed above.

All items in bold must be completed for your complaint to be investigated. Failure to provide complete information may impair the investigation of your complaint.

Title VI of the Civil Rights Act of 1964, as amended and its related statutes and regulations (Title VI) prohibit discrimination on the basis of race, color, national origin, disability, religion, sex, sexual orientation, gender identity, age, low income, or limited English proficiency (LEP) in connection with programs or activities receiving federal financial assistance from the United States Department of Transportation, Federal Highway Administration and/or Federal Transit Administration. These prohibitions extend to The City of Fort Wayne, Indiana as a direct recipient of federal financial assistance and to its sub-recipients, consultants, and contractors, whether federally funded or not.

The City of Fort Wayne, Indiana will provide assistance if you are an individual with a disability or have limited English proficiency. Complaints may also be filed using alternative formats, such as a computer disk, audiotape or Braille. For TTY customers, dial 711 to reach the Indiana Relay Service.

You also have the right to file a complaint with other state or federal agencies that provide federal financial assistance to The City of Fort Wayne, Indiana. Additionally, you have a right to seek private counsel.

The City of Fort Wayne, Indiana and its sub-recipients, consultants, and contractors are prohibited from retaliating against any individual because he or she opposed an unlawful policy or practice, filed charges, testified, or participated in any complaint action under Title VI or other nondiscrimination authorities.

Please make a copy of your complaint form for your personal records. Mail the original complaint form along with any copies of documents or records relevant to your complaint to the address above.

Complaints of discrimination must be filed, within 60 days of the date of the alleged discriminatory act. If the alleged act of discrimination occurred more than 60 days ago, please explain your delay in filing this complaint.

***\*\*Your complaint cannot be processed without your signature.***



**\*\*Your complaint cannot be processed without your signature.**

COMPLAINT INFORMATION		
Name (first, middle, and last)		
Address (number and street, city, state and ZIP code)		
Home telephone number (      )      -	Work telephone number (      )      -	Cellular telephone number (      )      -
Name of complainant		Date (month, day, year)

PERSON/AGENCY/COMPANY YOU BELIEVE DISCRIMINATED AGAINST YOU		
Name (first, middle, and last)	Title	
Name of company		
Address (number and street, city, state and ZIP code)		
Home telephone number (      )      -	Work telephone number (      )      -	Cellular telephone number (      )      -
When was the last alleged discriminatory act? (month, day, year) _____		

Complaints of discrimination must be filed within 60 days of the date of the alleged discriminatory act. If the alleged act of discrimination occurred more than 60 days ago, please explain your delay in filing this complaint.


<b>The alleged discrimination was based on:</b>			
_____ Race	_____ Color	_____ Age	_____ Gender Identity
_____ Disability	_____ National Origin	_____ LEP	_____ Retaliation
_____ Religion	_____ Sex	_____ Income	_____ Sexual Orientation
_____ Other			



[illegible]


Provide the names of any individual(s) with additional information regarding your complaint:

Name of witness 1 (first, middle, and last)	Title
---	-------

Name of company
-----------------

Address (number and street, city, state and ZIP code)
---

Home telephone number (       )       -	Work telephone number (       )       -	Cellular telephone number (       )       -
--	--	--

Include a brief description of the relevant information the witness may provide to support your complaint of discrimination.

Name of witness 2 (first, middle, and last)	Title
---	-------

Name of company
-----------------

Address (number and street, city, state and ZIP code)
---

Home telephone number (       )       -	Work telephone number (       )       -	Cellular telephone number (       )       -
--	--	--

Include a brief description of the relevant information the witness may provide to support your complaint of discrimination.

Name of witness 3 (first, middle, and last)	Title
---	-------

Name of company
-----------------

Address (number and street, city, state and ZIP code)
---

Home telephone number (       )       -	Work telephone number (       )       -	Cellular telephone number (       )       -
--	--	--

Include a brief description of the relevant information the witness may provide to support your complaint of discrimination.

How would you like your complaint to be resolved?

Have you filed a complaint alleging the same discrimination with another state or federal agency?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

If yes, please provide the following information for each agency:

Name of agency

Date complaint filed (month, day, year)

Case number assigned to your complaint

Current status of your complaint

How did you learn about your right to file a discrimination complaint with The City of Fort Wayne, Indiana?

**Signature**

**Date signed (month, day, year)**

**EXHIBIT #7:**

**City of Fort Wayne Complaint Log**

[illegible]

**EXHIBIT #8:**

**Voluntary Title VI Public Involvement Survey**

## VOLUNTARY TITLE VI PUBLIC INVOLVEMENT SURVEY

As an obligation for receiving federal highway funds, the Indiana Department of Transportation (INDOT) requires the City of Fort Wayne to gather statistical data on participants and beneficiaries of the agency's federal aid highway programs and activities.

You are not required to complete this survey. Submittal of this information is voluntary. This form is a public document that the City of Fort Wayne will use to monitor its programs and activities for compliance with Title VI and the Civil Rights Act of 1964, as amended and its related statutes and regulations.

You may return the survey by folding it and placing it on the registration table or by mailing or e-mailing it the address below.

Date: (Month, Day, Year):		
Project Name:		
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Disability: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Race/Ethnicity (Check one or more):		
<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Asian	<input type="checkbox"/> Multiracial
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	<input type="checkbox"/> White/Caucasian	<input type="checkbox"/> Other _____
<input type="checkbox"/> Black/African-American	<input type="checkbox"/> Hispanic	
Age: <input type="checkbox"/> 1-21 <input type="checkbox"/> 22-40		
<input type="checkbox"/> 41-64 <input type="checkbox"/> 65+		
Household Income:		
<input type="checkbox"/> \$0-\$12,000	<input type="checkbox"/> \$12,001-\$24,000	<input type="checkbox"/> \$24,001-\$36,000
<input type="checkbox"/> \$36,001-\$48,000	<input type="checkbox"/> \$48,001-\$60,000	<input type="checkbox"/> \$60,001-\$100,000
<input type="checkbox"/> \$100,001+		

**Krista Maxwell**  
**Title VI Coordinator**  
**200 E. Berry Street**  
**Fort Wayne, IN 46802**  
**260-427-6362**

[Krista.Maxwell@cityoffortwayne.org](mailto:Krista.Maxwell@cityoffortwayne.org)

**EXHIBIT #9:**

**Limited English Proficiency (LEP) Report**



## LIMITED ENGLISH PROFICIENCY (LEP) REPORT

**USE OF FORM:** This form should be used to record and report communications with or requests for services from individuals and / or entities in need of language services. If there is a language barrier between a City of Fort Wayne employee in an individual or group interaction, please provide as much information regarding the interaction as possible on this form.

**TRANSMITTAL:** Please complete this form and deliver it to the City of Fort Wayne Title VI Coordinator  
 Krista Maxwell-Title VI Coordinator  
 200 East Berry Street, Suite 470  
 Fort Wayne, IN 46802  
 260-427-6362  
 260-427-6947 FAX  
[krista.maxwell@cityoffortwayne.org](mailto:krista.maxwell@cityoffortwayne.org)

Date of Form Completion:	City of Ft. Wayne Employee Completing Form:	Employee Job Title/Role:	Employee Work Phone #:
Date of LEP Issue:	Was there a request for language services? <div style="text-align: center;"> <input type="checkbox"/> YES      <input type="checkbox"/> NO                 </div>	If requested, by whom:	Employee email address:
<b>Contact Type:</b> <input type="checkbox"/> Individual face-to-face <input type="checkbox"/> Individual by phone <input type="checkbox"/> Individual in writing <input type="checkbox"/> Agency-sponsored Public Meeting <input type="checkbox"/> Evert (describe below) <input type="checkbox"/> Contact by outside organization <input type="checkbox"/> Other (please describe below)		<b>Level of Language Barrier:</b> <input type="checkbox"/> Communication was not possible <input type="checkbox"/> Communication was significantly impaired <input type="checkbox"/> Communication was partially possible <input type="checkbox"/> Communication was possible due to interpretation provide by a non-COFW employee sponsored interpreter <i>Was this interpreter a minor?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Communication was possible due to language service provided by interpreter or translator retained by COFW or the forum in which the services were required	
Number of people requiring language services:			
Language for which LEP services were required:	<b>How was this determined:</b> <input type="checkbox"/> I speak Cards <input type="checkbox"/> Self-identified <input type="checkbox"/> Other (describe)	<b>Type of services needed: (check all that apply)</b> <input type="checkbox"/> In person interpretation <input type="checkbox"/> Telephone interpretation <input type="checkbox"/> Written material translation <input type="checkbox"/> Other	

**EXHIBIT #10:**

**United States 2000 Census Language Identification Cards**



**LANGUAGE IDENTIFICATION FLASHCARD**

☐

املأ هذا المربع اذا كنت تقرأ أو تتحدث العربية.

Arabic

☐

Խաղաղում ենք նշում կատարեք այս քառակուսում,  
եթե խոսում կամ կարդում եք հայերեն:

Armenian

☐

যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।

Bengali

☐

សូមបញ្ជាក់ក្នុងប្រអប់នេះ: បើអ្នកនានា ឬនិយាយភាសា ខ្មែរ ។

Cambodian

☐

Matka i kahhon komu un taitai pat un sang i Chamorro.

Chamorro

☐

如果您具有中文閱讀和會話能力，請在本空格內標上X記號。

Chinese

☐

Make kazyé sa a si ou li oswa ou pale kreyòl ayisyen.

Creole

☐

Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.

Croatian (Serbo-Croatian)

☐

Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.

Czech

☐

Kruis dit vakje aan als u Nederlands kunt lezen of spreken.

Dutch

☐

Mark this box if you read or speak English.

English

☐

اگر خواندن و نوشتن فارسی بدرهستین، این مربع را علامت بگذارید.

Farsi

<input type="checkbox"/> Cocher ici si vous lisez ou parlez le français.	French
<input type="checkbox"/> Kreuzen Sie diesen Kästchen an, wenn Sie Deutsch lesen oder sprechen.	German
<input type="checkbox"/> Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	Greek
<input type="checkbox"/> अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस गोले पर चिह्न लगाएँ।	Hindi
<input type="checkbox"/> Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	Hmong
<input type="checkbox"/> Jelölje meg ezt a kockát, ha megérti vagy beszéli a magyar nyelvet.	Hungarian
<input type="checkbox"/> Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	Ilocano
<input type="checkbox"/> Marchi questa casella se legge o parla italiano.	Italian
<input type="checkbox"/> 日本語を読んだり、話せる場合はここに印を付けてください。	Japanese
<input type="checkbox"/> 한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	Korean
<input type="checkbox"/> ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	Laotian
<input type="checkbox"/> Zaznacz tę kratkę jeżeli czyta Pan/Pani lub mówi po polsku.	Polish
<input type="checkbox"/> Assinale este quadrado se voce lê ou fala Português.	Portuguese



<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți Românește.	Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	Russian
<input type="checkbox"/>	Maka pe fa'aloga le pusa lea pe afai e te faitau pe tusitusi i le gagana Samoa.	Samoaan
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	Serbian (Serbo-Croatian)
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	Spanish
<input type="checkbox"/>	Markahan ang kahon na ito kung ikaw ay nagsasalita o nagbabasa ng Tagalog.	Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องด้านหน้าหรือทุกภาษาไทย.	Thai
<input type="checkbox"/>	Faka'ilonga'i 'ae puha ko'eni kapau 'oku te lau pe lea 'ae lea fakatonga.	Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانہ میں نشان لگائیے.	Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý biết đọc và nói được Việt Ngữ.	Vietnamese
<input type="checkbox"/>	צייכנט דעם קעסטל אויב איר שרייבט אדער ליינט אידיש.	Yiddish

ငါဖတ်ပခြင်းသို့မဟုတ်ဗမာဘာသာစကားမပမြောက်။

Myanmar (Burmese)

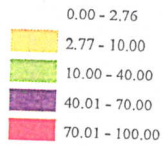
**EXHIBIT #11:**

**2014 American Community Survey Map: Fort Wayne LEP Population**

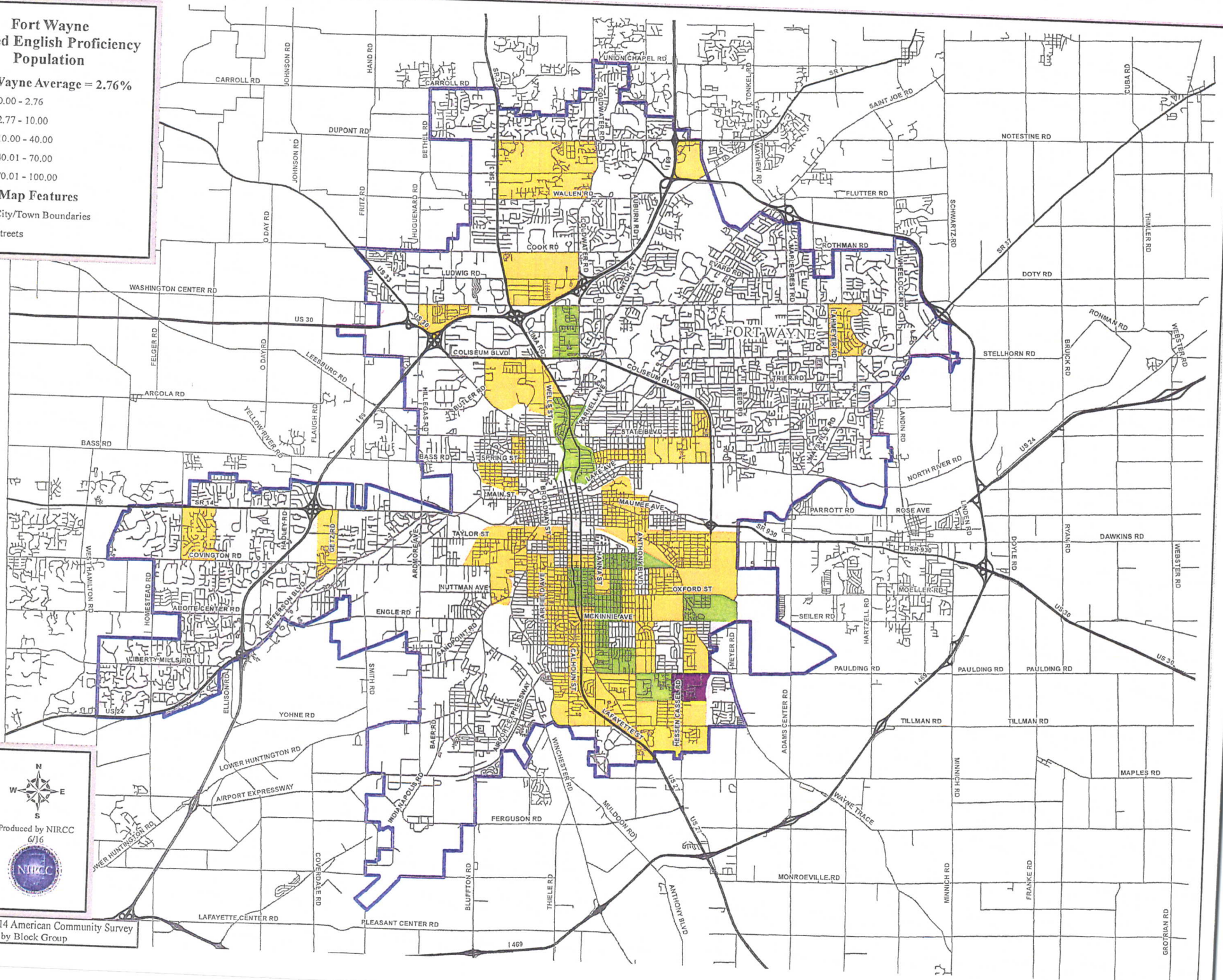


# Fort Wayne Limited English Proficiency Population

Fort Wayne Average = 2.76%



**Other Map Features**  
 City/Town Boundaries  
 Streets



Produced by NIRCC  
6/16



Data Source: 2014 American Community Survey  
by Block Group



**EXHIBIT #12:**

**2010 Census Map: Fort Wayne Minority Population**

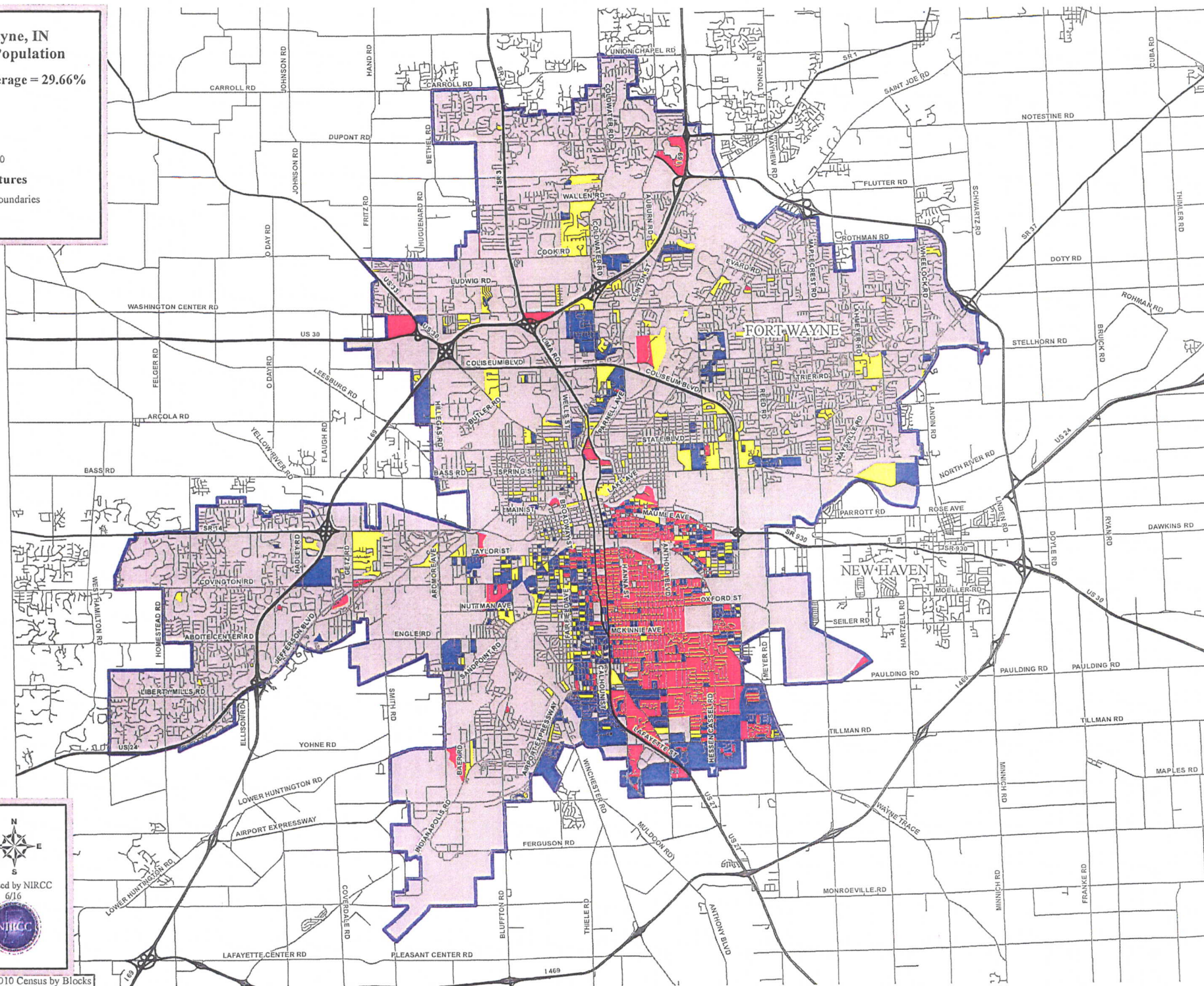
# Fort Wayne, IN Minority Population

Fort Wayne Average = 29.66%

- 0.00 - 29.66
- 29.67 - 40.00
- 40.01 - 70.00
- 70.01 - 100.00

## Other Map Features

- City/Town Boundaries
- Streets



Produced by NIRCC  
6/16



Data Source: 2010 Census by Blocks

**EXHIBIT #13:**

**2014 American Community Survey Map: Population Living in Poverty**



# Fort Wayne, IN Population Living in Poverty

Fort Wayne Average = 16.78%

0.00 - 16.78

16.79 - 20.00

20.01 - 40.00

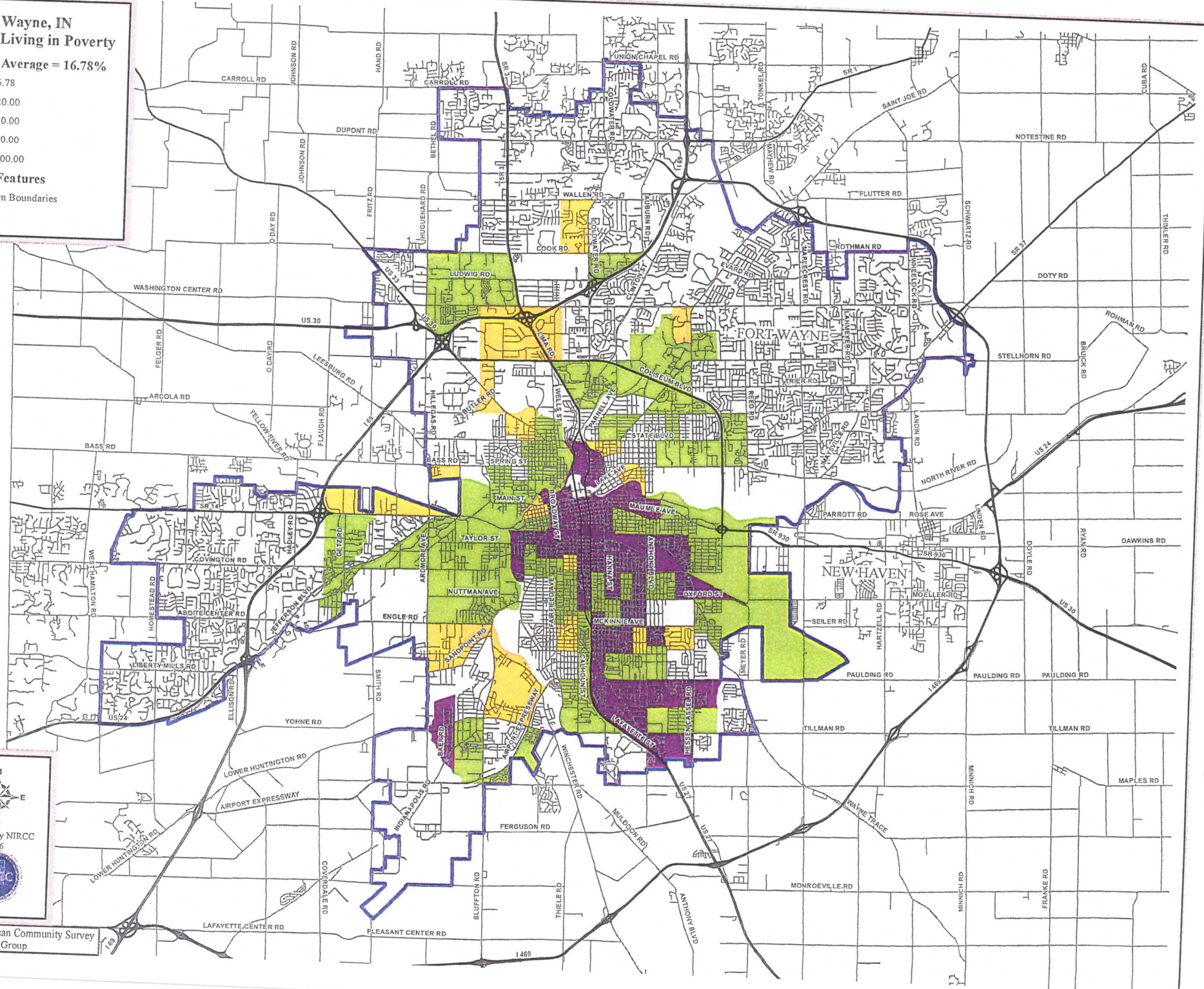
40.01 - 70.00

70.01 - 100.00

## Other Map Features

City/Town Boundaries

Streets



Produced by NIRCC  
6/16



Data Source: 2014 American Community Survey  
by Block Group

**EXHIBIT #14:**

**Department Head/Title VI Liaison Chart**



### City Of Fort Wayne Organization Chart—Contact Information

Name	Title	Contact Number	E-mail Address
Thomas Henry	Mayor	260-427-1111	<a href="mailto:Mayor@cityoffortwayne.org">Mayor@cityoffortwayne.org</a>
Lana Keesling	City Clerk	260-427-1221	<a href="mailto:Lana.Keesling@cityoffortwayne.org">Lana.Keesling@cityoffortwayne.org</a>
Karl Bandemer	Deputy Mayor	260-427-1111	<a href="mailto:Mayor@cityofforwtayne.org">Mayor@cityofforwtayne.org</a>
Jonathan Perlich	Public Information Officer	260-427-1111	<a href="mailto:John.Perlich@cityoffortwayne.org">John.Perlich@cityoffortwayne.org</a>
Eric Harris	Director-Citizen Services	260-427-5832	<a href="mailto:Eric.Harris@cityoffortwayne.org">Eric.Harris@cityoffortwayne.org</a>
Carolyn Ovitt	Director-Human Resources	260-427-1178	<a href="mailto:Carolyn.Ovitt@cityoffortwayne.org">Carolyn.Ovitt@cityoffortwayne.org</a>
Laura Townsend	HR and Benefits Manager	260-427-2634	<a href="mailto:Laura.Townsend@cityoffortwayne.org">Laura.Townsend@cityoffortwayne.org</a>
Garry Morr	City Controller	260-427-6060	<a href="mailto:Gary.Morr@cityoffortwayne.org">Gary.Morr@cityoffortwayne.org</a>
Valerie Ahr	Deputy Controller	260-427-1107	<a href="mailto:Valerie.Ahr@cityoffortwayne.org">Valerie.Ahr@cityoffortwayne.org</a>
Heather VanWagner	Director- Risk Management	260-427-1176	<a href="mailto:Heather.VanWagner@cityoffortwayne.org">Heather.VanWagner@cityoffortwayne.org</a>
Barry Marquart	Property Manager	260-427-1457	<a href="mailto:Barry.Marquart@cityoffortwayne.org">Barry.Marquart@cityoffortwayne.org</a>
Steven Gillette	Director-Purchasing	260-427-1155	<a href="mailto:Steve.Gillette@cityoffortwayne.org">Steve.Gillette@cityoffortwayne.org</a>
James Haley	Chief Information Officer	260-427-1461	<a href="mailto:James.Haley@cityoffortwayne.org">James.Haley@cityoffortwayne.org</a>
Mona Snider	Payroll Manager	260-427-5285	<a href="mailto:Mona.Snider@cityoffortwayne.org">Mona.Snider@cityoffortwayne.org</a>
Cindy Joyner	Director-Community Development	260-427-1323	<a href="mailto:Cindy.Joyner@cityoffortwayne.org">Cindy.Joyner@cityoffortwayne.org</a>
Paul Spoelhof	Deputy Director-Planning	260-427-2140	<a href="mailto:Paul.Spoelhof@cityoffortwayne.org">Paul.Spoelhof@cityoffortwayne.org</a>
Kelly Lundberg	Deputy Director-OHNS	260-427-2158	<a href="mailto:Kelly.Lundberg@cityoffortwayne.org">Kelly.Lundberg@cityoffortwayne.org</a>
Susan Eisenhauer	Deputy Director- NCE	260-427-5847	<a href="mailto:Susan.Eisenhauer@cityoffortwayne.org">Susan.Eisenhauer@cityoffortwayne.org</a>
Carol Helton	City Attorney	260-427-6360	<a href="mailto:Carol.Helton@cityoffortwayne.org">Carol.Helton@cityoffortwayne.org</a>
Teresa Neumeier	Director-Internal Audit	260-427-1119	<a href="mailto:Tracy.Neumeier@cityoffortwayne.org">Tracy.Neumeier@cityoffortwayne.org</a>
Shan Gunawardena	Director-Public Works	260-427-6169	<a href="mailto:Shan.Gunawardena@cityoffortwayne.org">Shan.Gunawardena@cityoffortwayne.org</a>
Michelle Nelson	BOPW-Manager	260-427-6987	<a href="mailto:Michelle.Nelson@cityoffortwayne.org">Michelle.Nelson@cityoffortwayne.org</a>
Nick Jarrell	Right of Way-Manager	260-427-2721	<a href="mailto:Nick.Jarrell@cityoffortwayne.org">Nick.Jarrell@cityoffortwayne.org</a>
Brent Spindler	Director-Traffic Ops	260-427-2344	<a href="mailto:Brent.Spindler@cityoffortwayne.org">Brent.Spindler@cityoffortwayne.org</a>
Larry Campbell	Director-Fleet Management	260-427-5291	<a href="mailto:Larry.Campbell@cityoffortwayne.org">Larry.Campbell@cityoffortwayne.org</a>
Matthew Gratz	Manager-Solid Waste	260-427-2474	<a href="mailto:Matt.Gratz@cityoffortwayne.org">Matt.Gratz@cityoffortwayne.org</a>
Brian Shimkus	Street Commissioner	260-427-2333	<a href="mailto:Brian.Shimkus@cityoffortwayne.org">Brian.Shimkus@cityoffortwayne.org</a>
Mario Trevino	Tech Services-Manager	260-427-1136	<a href="mailto:Mario.Trevino@cityoffortwayne.org">Mario.Trevino@cityoffortwayne.org</a>
Dawn Ritchie	Greenways-Manager	260-427-6002	<a href="mailto:Dawn.Ritchie@cityoffortwayne.org">Dawn.Ritchie@cityoffortwayne.org</a>
Kumar Menon	Director-City Utilities	260-427-1301	<a href="mailto:Kumar.Menon@cityoffortwayne.org">Kumar.Menon@cityoffortwayne.org</a>
Justin Brugger	Deputy Director-Business	260-427-2836	<a href="mailto:Justin.Brugger@cityoffortwayne.org">Justin.Brugger@cityoffortwayne.org</a>
Matthew Wirtz	Deputy Director-Engineering	260-427-2690	<a href="mailto:Matthew.Wirtz@cityoffortwayne.org">Matthew.Wirtz@cityoffortwayne.org</a>
Matthew Land	Deputy Director-Policy/Planning	260-427-2517	<a href="mailto:Matt.Land@cityoffortwayne.org">Matt.Land@cityoffortwayne.org</a>
John Clark	Deputy Director- Assets	260-427-2698	<a href="mailto:John.Clark@cityoffortwayne.org">John.Clark@cityoffortwayne.org</a>

Kurt Roberts	Superintendent-WMS	260-427-2484	<a href="mailto:Kurt.Roberts@cityoffortwayne.org">Kurt.Roberts@cityoffortwayne.org</a>
Joseph Johnson	Superintendent-WPCM	260-427-5189	<a href="mailto:Joe.Johnson@cityoffortwayne.org">Joe.Johnson@cityoffortwayne.org</a>
Brian Robinson	Superintendent-WPCP	260-427-2409	<a href="mailto:Brian.Robinson@cityoffortwayne.org">Brian.Robinson@cityoffortwayne.org</a>
Mike Gierscher	Superintendent-FLP	260-427-1338	<a href="mailto:Mike.Gierscher@cityoffortwayne.org">Mike.Gierscher@cityoffortwayne.org</a>
Steven Reed	Chief of Police	260-427-1231	<a href="mailto:Steve.Reed@cityoffortwayne.org">Steve.Reed@cityoffortwayne.org</a>
Amy-Jo Sites	Director-Animal Care & Control	260-427-5501	<a href="mailto:Amy-Jo.Sites@cityoffortwayne.org">Amy-Jo.Sites@cityoffortwayne.org</a>
Eric Lahey	Fire Chief	260-427-1169	<a href="mailto:Eric.Lahey@cityoffortwayne.org">Eric.Lahey@cityoffortwayne.org</a>
Steven McDaniel	Director-Parks & Rec	260-427-6407	<a href="mailto:Steve.McDaniel@cityoffortwayne.org">Steve.McDaniel@cityoffortwayne.org</a>
Charles Reddinger	Deputy Director-Parks	260-427-6060	<a href="mailto:Chuck.Reddinger@cityoffortwayne.org">Chuck.Reddinger@cityoffortwayne.org</a>
Sandra Odisho	Manager-Parks Finance	260-427-6025	<a href="mailto:Sandra.Odisho@cityoffortwayne.org">Sandra.Odisho@cityoffortwayne.org</a>
Steve Schuhmacher	Deputy Director- Park Maintenance	260-427-6401	<a href="mailto:Steve.Schuhmacher@cityoffortwayne.org">Steve.Schuhmacher@cityoffortwayne.org</a>
Kyle Winling	Traffic Engineer	260-427-2781	<a href="mailto:Kyle.Wingling@cityoffortwayne.org">Kyle.Wingling@cityoffortwayne.org</a>

Positions and contact information subject to change at any time without notice\*\*\*\*

\*Updated 11/2/2018\*

**EXHIBIT #15:**

**Title VI Goals and Accomplishments**



## Title VI Goals

2019 Goals
Update Title VI forms as needed on the City's website
Title VI Liaison Updates and Training
Implement annual training to all City employees
Collect Compliance Review Forms and address any concerns
Update Title VI plan as needed
Identify 2020 Goals
Identify 2019 Accomplishments

## Title VI Reporting/Accomplishments-2018

1. Updates of the Title VI Implementation Plan
2. All city employees' have gone through required Title VI Training
3. Made departments aware of the Voluntary Title VI questionnaire and also provided information on how and when to offer the questionnaire.